

COVID-19 response fund

What is the fund for?

The fund has been established to help UNISON members working in all areas of public services who have been financially affected by COVID-19 and who are struggling to make ends meet. Financial support is available to help those most in need and will continue to be available until the fund has been used up.

How to apply

Before applying for a grant, please carefully read the following information.

Eligibility

- To apply to the COVID Response Fund, you must be a UNISON member and paid at least three months subscriptions at the time of applying
- You or your partner do not have savings of more than £1,000, which includes rolling balances in bank accounts.
- You or your partner must not have received a redundancy payment of £2,500 or more in the last 2 months
- Household income has reduced as a result of one of the following criteria relating to you or your partner:
 - Loss of employment and/or end of furlough resulting in job loss.
 - Household income has reduced following the removal of the Universal Credit/Tax Credit uplift
 - There has been a reduction of working hours or loss of overtime due to COVID-related reasons
 - There has been a reduction of income due to health issues linked to covid such as contracting COVID, long COVID, shielding or providing COVID-related care for family.

What can I get help with?

We can help with a one-off grant of up to £350. We want to make this fund go as far as possible and help as many members as we can. Depending on your situation help will be awarded as follows:

- £350 living costs grants for applicants who are furloughed or have a salary reduction due to COVID
- £350 loss of employment grant
- £350 Grant for those whose income has been affected by the withdrawal of the weekly £20 Universal Credit/Tax Credit uplift.

If your circumstances have been affected in another way due to COVID – such as accruing rent or council tax arrears, or you do not meet the eligibility but are experiencing financial hardship due to unforeseen circumstances, you may be eligible to apply via our main grant program

What supporting documents must I include with my application?

- Copy of most recent bank statement for a complete month (including your partner if applicable)

In addition, if you are applying because

1. You and/or your partner have been made redundant due to the coronavirus or furlough ended resulting in job loss – copy of letter from employer confirming this.
2. Household income has reduced following the removal of the Universal Credit/Tax Credit uplift – 3 months Universal Credit and/or Tax Credit statements
3. There has been a reduction of working hours or loss of overtime due to COVID-related reasons. – You should include payslips or bank statements to show your income before reduction and income now.

COVID-19 response fund

4. There has been a reduction of income due to health issues linked to COVID such as contracting COVID, long COVID, shielding or providing COVID-related care for family – evidence of COVID-related issue and where relevant should include payslips or bank statements to show your income before reduction and income now.

Note: We cannot consider applications without a membership number and **all** supporting documents. Please therefore have this information and documents ready before completing the form.

What if I don't know my membership number?

Go to the following link to request your membership number. <https://www.unison.org.uk/get-help/online-enquiries>

How will you contact me?

We may need to contact you to request further information. All contact will either be by email or phone. Please remember to check your junk/spam folders.

I received help from the COVID-19 response fund in the first round – can I apply more than once?

Applications are limited to one per household (this applies if both partners are UNISON members) per COVID programme.

However, if you have already received a grant under the COVID-19 Response Fund programme you can now still apply again to this new round of COVID-19 Response grants.

Please also note that if you've received financial assistance from us since March 2020 this may be taken into consideration, however please don't let this put you off applying.

What if I don't meet the eligibility criteria?

If you do not meet the above criteria but are experiencing unforeseen hardship whether related to COVID or other reasons, we can possibly help in other ways.

Please go to www.unison.org.uk/thereforyou and click 'Financial assistance' for more information and to download our general application form, or email thereforyou@unison.co.uk if you would like a form posted to you.

How do I apply?

Complete the form and return to
FREEPOST UNISON (COVID)
UNISON Centre
130 Euston Road
London
NW1 2AY

marked for the attention of 'UNISON There for You'.

Other

If you have any queries concerning these guidelines, the form or, require help and assistance please contact your UNISON branch welfare officer or email thereforyou@unison.co.uk

COVID-19 response fund

Application form

Important:

Before starting your application, please ensure you carefully read the guidance notes.

We cannot accept applications that do not include a membership number or all supporting documents.

Membership Number

Title

First name

Last name

Address including postcode

Contact phone number

Contact email address

Date of birth

Job title/Occupation

(please give your job title in full e.g Healthcare Assistant – not HCA; Teaching Assistant – not TA)

Your partner's job title/occupation

Sector you are employed in (select one only)

Health & Care Sector: ☐ NHS

Health & Care Sector: ☐ Independent sector

☐ Local Government

☐ Voluntary Sector

☐ Water, Energy, Transport

☐ Education

☐ Police & Justice

☐ Other – please give details

Your current employment status (select one only)

☐ Employed – full-time

☐ Employed – zero hours contract

☐ Temporary contract

☐ Other – please give details below

☐ Employed – part-time

☐ Unemployed

Are you single or live with a partner?

☐ Single

☐ Live with partner

How many children under the age of 18 live with you? [Enter number]

Are you/your partner in receipt of any of the following benefits? (please select all that apply)

☐ Universal Credit

☐ 'New style' Employment Support Allowance

☐ Working or child tax credit

☐ Housing Benefit

☐ 'New style' Jobseekers Allowance

Which from the following best describes your current situation – select one only

- ☐ You and/or your partner have been made redundant due to the coronavirus or furlough ended resulting in job loss
- ☐ Household income has reduced following the removal of the Universal Credit/Tax Credit uplift
- ☐ There has been a reduction of working hours or loss of overtime due to COVID-related reasons
- ☐ There has been a reduction of income due to health issues linked to COVID such as contracting COVID, long COVID, shielding or providing COVID-related care for family.

How would you like us to help? (Select one only)

☐ **£350 loss of employment grant (includes partner)**

Checklist: Documents you must include with your application

- ✓ Copy of most recent bank statement for a complete month (including your partner if applicable)
- ✓ Copy of letter from employer confirming redundancy

☐ **£350 Grant for those whose income has been affected by the withdrawal of the weekly £20 Universal Credit/Tax Credit uplift**

Checklist: Documents you must include with your application

- ✓ Copy of most recent bank statement for a complete month (including your partner if applicable)
- ✓ 3 months Universal Credit and/or Tax Credit statements showing withdrawal of uplift

☐ **£350 Living costs grant for applicants who have had a recent income reduction due to COVID-19.**

Checklist: Documents you must include with your application

- ✓ Copy of most recent bank statement for a complete month
- ✓ Evidence of loss of income due to COVID-19 – You should include payslips or bank statements to show your income before reduction and income now (this includes where a partner is self-employed)

☐ **£350 Living costs grant for applicants who have had a recent income reduction due to COVID-19 health-related issues.**

Checklist: Documents you must include with your application

- ✓ Copy of most recent bank statement for a complete month
- ✓ Evidence of loss of income due to COVID-19
- ✓ Evidence of the covid-related issue e.g medical note

And where relevant payslips or bank statements to show your income before reduction and income now (this includes where a partner is self-employed)

Please give as much detail as possible about your current situation.

What is your biggest financial concern due to COVID?

How will a grant from us benefit you? (tick all that apply)

- ☐ Provide breathing space while looking for additional support and/or work
- ☐ Help me to keep on top of bills and living costs
- ☐ Help pay for rent or mortgage and/or council tax payments
- ☐ Ensure I can put food on the table
- ☐ Will ease the stress and anxiety that I'm currently experiencing
- ☐ Other (please specify below)

Your bank account details

If a grant is agreed, payment will be by cheque or bank transfer. Please provide the following information (note – we cannot be held responsible for missing payments if you give incorrect information):

Name on account:**Sort code****Account number****Declaration**

I am struggling financially as a result of COVID-19 and need help. The information I have provided is a true and accurate reflection of my current situation.

Yes ☐No ☐

I confirm that my savings are below £1,000

Yes ☐No ☐

I am in receipt of or am applying for any statutory help that I'm entitled to

Yes ☐No ☐

I agree to the information on this form and any supporting paperwork being held in the Charity's database for the sole use of the Charity's records to process this and any future applications. We are committed to ensuring that we handle all data which we hold about you in a safe and responsible manner and in accordance with the General Data Protection Regulations 2018. You may disclose my personal data if required to do so by the regulators or law enforcement.

Yes ☐No ☐

Signed

Date

IMPORTANT

Please check you've answered every question and all supporting documents have been included before posting. Only 'complete' applications will be accepted.

Forms with information missing will be returned and you will have to reapply.

Publicity – help us to help others

We like to take every opportunity to make others aware of the help that is available, raise our profile and reach out to more members. If your application is successful, can we contact you about featuring your story in some of our materials? [This is optional, and your decision will not influence the outcome of your application]

Please select

- ☐ Yes
☐ Yes anonymise
☐ No

Monitoring information

Please note that information in this section will not affect your application. It is taken for monitoring purposes only and is not shared with those considering your application:

Ethnicity

White

British ☐ Irish ☐ Other white ☐

Black or Black British

African ☐ Caribbean ☐ Other black ☐

Mixed

White & black Caribbean ☐ White & Asian ☐ White & black African ☐
Any other mixed ☐

Asian or Asian British

Indian ☐ Pakistani ☐ Other Asian ☐ Chinese ☐

Other ethnic group ☐ (please specify) _____

Disability

Would you describe yourself as a disabled person? ☐ Yes ☐ No

